

Speed Post/Fax  
No. AN/I/1191/Rosters  
Office of the CDA (Army)  
Meerut Cantt  
Dated: 09/02/2018

To,

- (i) The Officer Incharge All Sections (Main office)
- (ii) The Officer Incharge (Sub Offices under this organization)

Sub: Updation of Seniority List(s)/Roster(s) :AAOs

Ref: HQrs office circular no. प्रशा /XI/12211/विधि /2017 dt 31/01/2018

Seniority Lists/Rosters for various posts have been published on CGDA website from time to time and the exercise for publication of Updated Seniority List(s)/Roster(s) for various posts in hand at HQrs office. To facilitate the process of revision/updation of Seniority List(s)/Roster(s), it is requested that up-to-date data (as per enclosed format) as on 01.02.2018, in respect of all AAOs, held on the strength of your office, be sent to this office by 15.02.2018 positively.

In case of directly recruited employees after the year 1998, the SSC Exam Year and SSC All India Rank are ABSOLUTELY NECESSARY FIELDS and all out effort should be undertaken, including obtaining such information with supporting documents from individual concerned.


In case the name of the AAO features already in the already published seniority list/roster to the post, the seniority list number should necessarily be indicated. Pt II OO indicating all Antedations/Changes in data of Seniority List since last publications should be enclosed.

This is a one time activity, hence due diligence & check and balance strategy is to be adopted. **A Certificate to the effect that all AAOs of the cadre have been included and all informations furnished are correct, may also be furnished.**

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(K.K. Ahuja)  
DCDA(Admin)

Copy to:  
OA Cell  
(Local)

- For uploading on website.

  
(Anil Rawat)  
SAO (AN)

S.No.	A/c Number	Name	Category (Gen/SC/ST/OBC)	In case of SC/ST/OBC candidates, whether originally appointed against General vacancy (To be ascertained from SSC Dossier)	PH/OH /HH	Date of Appointment in Government Service	Date of Appointment in DAD	Grade in which appointed in DAD	Organization	DOB	Present Post	Existing Rank as per last published roster/Draft Seniority List	Date of Offer of Appointment to Present Post
1	2	3	4	5	6	7	8	9	10	11	12	13	14

NOTE

अगर किसी अधिकारी/कर्मचारी को एक से अधिक पदोन्नति दी गयी है तो हर पदोन्नति के लिए कोलम संख्या 22 से 28 को

1 पुनरुक्त करते हुए सभी कोलमों को अलग-अलग रंग के FONT में आवश्यक रूप से भरा जाए।

In case multiple promotions have been given to any/Individual Column No. 22 to 28 should COMPULSARILY repeated and populated in different coloured FONT for EACH Promotion.

2 रिपोर्ट में वर्णित सभी दिनांकों को आवश्यक रूप से "DD-MM-YYYY" फॉर्मेट में ही भरा जाय।

